

**ALASKA DEPARTMENT OF NATURAL RESOURCES
DIVISION OF FORESTRY
ALASKA INCIDENT BUSINESS MANAGEMENT HANDBOOK**

SUPPRESSION COMPONENT CODING

Suppression codes are composed of two types:

- Collocation Codes to be reviewed for proper provisions prior to assignment.
- Incident Numbering System.

The State of Alaska's coding sequence is collocation code – ledger code – account code.

Collocation Codes

Collocation codes may stand alone; however, an incident number must always be preceded by the collocation code 10310130.

Collocation Office Code		Use	Special Provision
10310130	ALL	Suppression	Always used with an incident/fire number
10312030 10312031	Coastal Northern	Detection Flight Time	Aircraft flight time, fuel lubricants, specifically used for the discovery of new fires.

10310131	Northern	Commissary Purchases	The appropriate fire incident number is assigned with these collocation codes. Costs for items purchased must be recovered from personnel via payroll deduction.
10310132	Coastal		

10312130	Coastal	Fire Force Preposition	<u>Northern/Coastal Region/State Fire Operations Forester approval required.</u> Covers transportation, meals, and lodging in anticipation of wildland fire activity based on above normal fire danger or multiple fire occurrences when such charges cannot be coded to a specific fire. Preposition Restrictions: <ul style="list-style-type: none"> • Cannot be used for personnel time (see HFD & Crew Collocation Code Section); and • Should not be used if charges can be coded to a specific fire.
10312131	Northern		
10314132	F&A		
10314332	Mat-Su		
10314432	Kenai		
10314532	Southwest		
10314632	Copper River		
10314832	Fairbanks		
10314932	Delta		
10315132	Southeast		
10315032	Tok		

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Collocation Office Code		Use	Special Provision
10313030	Coastal	Standby Time	<p><u>Northern/Coastal Region/State Fire Operations Forester approval required.</u></p> <p>Codes established for standby time for Preparedness Component employees specifically assigned to standby by Regional/Area FMO or State Fire Operations Forester. Use requesting area's code. No fire number needed.</p>
10313031	Northern		
10314131	F&A		
10314331	Mat-Su		
10314431	Kenai		
10314531	Southwest		
10314631	Copper River		
10314831	Fairbanks		
10314931	Delta		
10315131	Southeast		
10315031	Tok		
10313130	Coastal	High Fire Danger OT	<p><u>Northern/Coastal Region/State Fire Operations Forester approval required.</u></p> <p>In periods of high to extreme fire danger not identified with on going fires, use to code overtime (OT) for Preparedness Component Employees. Usually applies to extended staffing situations in anticipation of new fire starts.</p> <p>High Fire Danger OT Restrictions:</p> <ul style="list-style-type: none"> • Cannot be used to code regular/straight time; and • Cannot be used for EFF time (See EFF Collocation Codes).
10313131	Northern		
10314130	F&A		
10314330	Mat-Su		
10314430	Kenai		
10314530	Southwest		
10314630	Copper River		
10314830	Fairbanks		
10314930	Delta		
10315030	Tok		
10315130	Southeast		
73X36023	ALL	EFF High Fire Danger Regular Time & Overtime	<p>Used to code EFF <u>regular and overtime</u> hours when there is no specific fire to which to code. Usually applies to extended staffing situations in anticipation of new fire starts. <u>Use crew collocation code (listed under Alaska Crews on page 22 of Chapter 1) accompanied by LC 73X36023.</u></p>

Ledger Codes

The Incident Number (ledger code) is an eight-digit number **assigned ONLY by the State Coordinator at AICC** according to the fire area location and is annotated after the collocation code as in the following example: 10310130 73X03011. **Example: Incident number 73X03011.**

- The first and second digits (73) denote the ledger number in the State accounting system.
- The third digit (X) is the last digit of the calendar year (CY) in which the incident occurred (200X).

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- The fourth digit (0) represents the Region in which the incident occurred (Coastal).
- The fifth digit (3) represents the specific area within the general area in which the incident occurred (Kenai).
- The sixth, seventh and eighth digits (011) compose the consecutive fire incident number in the State of Alaska, issued from the Statewide log book located at AICC (the 11th fire incident that year).

1st and 2nd Digits <u>LEDGER</u>	3rd Digit <u>YEAR CODE</u>	4th Digit <u>REGION CODE</u>	5th Digit <u>AREA CODE</u>	6th, 7th and 8th Digits <u>INCIDENT NUMBER ASSIGNED BY AICC</u>
73	X	Coastal - 0	Anchorage/Mat-Su – 1	XXX
			Kenai/Kodiak – 3	
			Southwest – 4	
			Haines – 5	
		Coastal – 4 For severe fire season use *	Anchorage/Mat-Su – 1	
			Kenai/Kodiak – 3	
			Southwest – 4	
			Haines – 5	
		Northern - 1	Fairbanks – 1	
			Delta – 2	
			Tok – 3	
			Valdez/Copper River – 4	
		Northern – 5 For severe fire season use *	Fairbanks – 1	
			Delta – 2	
			Tok – 3	
			Valdez/Copper River - 4	
		Chief, Fire Management – 3	Federal Protection – 1	
			BLM Reimbursable Support – 2	
			Non-specific Suppression - 3	
			Non-suppression Reimbursable – 4	
			Canadian Fires – 5	
			USFS Reimbursable Support - 7	
			Compact Incidents in Lower 48 – 8	
			ADES Support -9	
* Coastal and Northern have a second Region Code number that is used during fire seasons which have more than 1000 issued fire numbers. The State Coordinator assigned to AICC will authorize the use.				

Search and Rescue Incidents (S&R)

When covered by a reimbursable service agreement, use agreement collocation code with ledger code. Using the CC 10310055, the ledger code is not necessary. When using CC 10310130, request the non-suppression reimbursable eight digit ledger code from AIFCC shift coordinator.

Emergency Firefighters (EFF)

EFF timesheets will be coded with appropriate eight digit State incident number in the Fire Name block of the OF-288. The appropriate AFS/USFS incident number is recorded in the Fire No. block of the OF-288.

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State Code (Fire Name Block)	AFS/USFS Code (Fire No. Block)	Special Provisions
8 digit incident # (ex. – 73X11013)	4 or 6 digit incident # (ex. – BX3Z or PNBX3Z)	Enter both State and AFS/USFS codes, if incident numbers are exchanged.
8 digit incident # (ex. – 73X11013)	(blank)	Enter only State code, if incident numbers are not exchanged.
73X36021	(blank)	Enter when EFF are hired for High Fire Danger

Special purpose incident numbers are controlled by the Chief, Fire Management, and are issued solely by the AICC State Coordinator. Advance approval by the State Fire Operations Forester is mandatory. A memo of explanation supporting the request is advised.

2012 DOF Codes				
	State # <small>Must have collo and fire code</small>	AFS #	Agency	Remarks
				Central office log books maintained by AICC Coordinator(s)
				USFS Override code for DOI and DOF:1502
D O F A F S A g r e e m e n t C o d e s	10310130-73231991	GH7C	State Fire Warehouse	Alaska Fire Service Support to the State Fire Warehouse when providing fire stores. All AFS supply is issued to this number and is not issued to state fire numbers unless approved by the DOF Coordinator at AICC
	10310130-73232992	GH65	Alaska Fire Service	Division of Forestry Support to the Alaska Fire Service Fire Cache when providing fire stores. All DOF supply is issued to this number and is not issued to AFS fire numbers unless approved by the DOF Coordinator at AICC.
	10310130-73231993	GH7D	State Regions and Central Office	Alaska Fire Service support to the Regions or Central Office for standby or for prepositioning of Overhead, Equipment, Air Tankers, Lead Planes, Air Attack Aircraft when a fire number is not available
	10310130-73232994	GH66	Alaska Fire Service	Division of Forestry Support to the Alaska Fire Service for standby or for prepositioning of Overhead, Equipment, Air Tankers, Lead Planes, Air Attack Aircraft when a fire number is not available. Includes Duty Officer time.
	10310130-73231995	GH7F	State Regions and Central Office	Alaska Fire Service support to the Regions or Central Office for standby or for prepositioning of Smokejumper personnel. Includes SMJ aircraft, pilots and aircraft fuel when a Fire number is not available
	<i>(no state equivalent)</i>	GM1P	Alaska Fire Service	Non-specific AFS support to DOF(old 4221 code - LLAK9F1100. LF20000SP. HU0000. LF.SP.EL2E0000 -barracks, meals for training)
	10310130-73231001-73231999		State Reimburses BLM/AFS	Issued to fires on State and privately owned lands within BLM and AFS protection areas of the USFS protection area. Establishes a cross-reference number for incidents which the State will reimburse BLM or the USFS. AFS bills DOF
	10310130-73232001-73232999		BLM/AFS reimburses State	Issued to fires in AFS protection that start on federal lands where the State of Alaska providing support. DOF bills AFS.

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I s s u e d b y A I C C S t a t e C o o r d i n a t o r O N L Y !	10310130- 73233001- 73233999		State Regions and Central Office	Assigned to Division of Forestry actions that support overall suppression activities that will not be charged to a specific incident: DOF providing standby for a structure fire that may spread to into the wildlands. Issue one number per year for the Area Office but only after the Area has requested the number. Kenai/Kodiak Area Forestry for mutual aid responses on the Chugach National Forest. Issue one number per year. Only resources identified within the Mutual Aid Agreement will charge to this code. Assigned to FEMA incidents in Alaska.
	10310130- 73234001- 73234999		State Regions and Central Office	Assigned to the Division of Forestry non-suppression reimbursable projects in support of other agencies
	10310130- 73235001- 73235999		State Regions and Central Office	Assigned to Northwest Compact requests when the Division is <u>requesting</u> resources from the Northwest Compact member States, Provinces or Territories. Also assigned when the Division of Forestry requests Canadian suppression agencies to respond to fires on the Alaskan side of the AK/Canadian border.
	10310130- 73237001- 73237999		State Regions and Central Office	Assigned to wildfires and severity orders in the L-48; assigned to fires on federal lands within the Alaska Region of the U.S. Forest Service; assigned to FEMA incidents in the L-48("F" codes); Can only be assigned to USFS P, S, G, WG, WFSU and F numbers (NO WFPR #)
	10310130- 73238001- 73238999		State Regions and Central Office	Assigned to Northwest Compact requests when the Division is <u>sending</u> resources or other support to the Northwest Compact member States, Provinces or Territories. Also assigned to Division of Forestry suppression responses to Canada on the Canadian side of the AK/Canadian border.
	10310130- 73239001- 73239999		State Regions and Central Office	Assigned to Non-suppression "ALL Risk" incidents managed by the Alaska Division of Homeland Security and Emergency Management to which DOF is providing support. This may include aircraft, personnel, crews, supply and equipment. ALL ADES INCIDENTS MUST HAVE AN RSA.